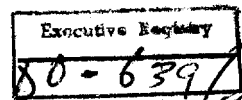


Washington, D.C. 20505



1 APR 1980

The Honorable F. Ray Marshall
The Secretary of Labor
Washington, D.C. 20210

Dear Ray,

In accordance with your letter of 4 March 1980, I am transmitting the Central Intelligence Agency's annual Occupational Safety and Health Report for calendar year 1979. The report was prepared in consonance with the guidelines furnished by your office.

I am pleased to note that no job-related deaths occurred in 1979 (there were, unfortunately, three such deaths in 1978). Injuries or illnesses requiring treatment beyond routine first aid increased slightly from 298 in 1978 to 304. The major causes, once again, were slips and falls and the moving of material or equipment. We will attack these areas through education and awareness programs.

While we did not meet our goal of annual inspections of every Agency facility, we did manage to inspect priority areas in those components involved in laboratory work, communications, printing and photography, and warehousing. Forty-five of these priority inspections, including 28 overseas, were conducted in 1979. In order to reach the goal of annual inspections in every Agency component, special emphasis was placed on inspections of non-high-risk areas by designated component safety officers. A safety officer was identified for each component, given a thorough briefing on his or her responsibilities by a member of our Safety Staff, and personal assistance was provided as each one conducted an initial inspection.

Employees assigned to high-risk jobs in such areas as warehousing, laboratories, and communications were given thorough training in safe operating procedures. As


an example, special instructions were given by our Industrial Hygienist to all employees handling plastics.

The Agency safety and health training program was satisfactorily active. I was particularly gratified to note that 555 employees were trained in Cardiopulmonary Resuscitation, and over 200 women participated in presentations and discussions dealing with the specific area of Women's Safety. One element -- safety training for upper level managers -- was conspicuously absent. The Safety Staff is seeking guidance from OSHA training representatives and we hope to rectify this lack in 1980.

A policy statement on the Agency's Safety and Health Program and one on the Procurement and Use of Personal Protective Equipment were distributed to all employees in 1979, and the Agency's Safety and Health regulation was revised to clarify membership in the Agency Safety and Health Committee. The regulation also spells out in greater details the avenues through which employees may bring to the attention of responsible officials any troublesome safety or health condition.

Please be assured of the continued efforts of this Agency toward administering its Safety and Health Program consistent with standards developed under the Occupational Safety and Health Act and Executive Order 11807. Our efforts will also be directed toward provisions of Executive Order 12196 which rescinds Executive Order 11807 and is effective 1 July 1980.

Yours,


STANSFIELD TURNER

Enclosure

SUBJECT: Annual Occupational Safety
and Health Report

ORIGINATOR:

25X1

31 MAR 1980

Date

Director of Security

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